



## Saint Paul Planning Commission

City Hall Conference Center Room 40  
15 Kellogg Boulevard West

### Agenda

February 4, 2011  
8:30 – 11:00 a.m.

Christopher B. Coleman,  
Mayor

Saint Paul  
Planning Commission

Chair

Jon Commers

First Vice Chair

Barbara A. Wencil

Second Vice Chair

Paula Merrigan

Secretary

Anthony Fernandez

**I. Approval of minutes of January 21, 2011**

**II. Chair's Announcements**

**III. Planning Director's Announcements**

**IV. Zoning Committee**

**SITE PLAN REVIEW** – List of current applications. (*Tom Beach, 651/266-9086*)

**NEW BUSINESS**

#10-921-993 Greater Frogtown CDC – Re-establishment of nonconforming use as a 4-unit building. 941 Thomas Avenue between Milton and Chatsworth.  
(*Luis Pereira, 651/266-6591*)

**V. Communications Committee**

2010 Planning Commission Annual Report.

**VI. Central Corridor Update: Parking and Construction** – Informational presentation by Craig Blakely, PED, and Allen Lovejoy, Department of Public Works.  
(*Craig Blakely, 651/266-6697, and Allen Lovejoy, 651/266-6226*)

**VII. Comprehensive Planning Committee**

**VIII. Neighborhood Planning Committee**

**IX. Transportation Committee**

**X. Task Force Reports**

**XI. Old Business**

**XII. New Business**

**XIII. Adjournment**

Pat Connolly  
Gene Gelgelu  
Bree Halverson  
Richard Kramer  
Paula Merrigan  
Gaius Nelson  
Christopher Ochs  
Trevor Oliver  
Julie Perrus  
Marilyn Porter  
Elizabeth Reveal  
Anthony Schertler  
Robert Spaulding  
Terri Thao  
Jun-Li Wang  
Daniel Ward II  
David Wickiser  
Roxanne Young

Planning Director  
Donna Drummond

Planning Commission Members: PLEASE call Sonja Butler, 651/266-6573, if unable to attend.

**Saint Paul Planning Commission &  
Heritage Preservation Commission**  
MASTER MEETING CALENDAR

**WEEK OF JANUARY 31-FEBRUARY 4, 2011**

**Mon** (31) \_\_\_\_\_

**Tues** (1) \_\_\_\_\_

**Weds** (2) \_\_\_\_\_

8:00 a.m. **Cesar Chavez Small Area Plan Task Force**  
(Kate Reilly, 651/266-6618)

**Neighborhood Development  
Alliance (NeDA)**  
481 Wabasha Street  
Saint Paul, MN 55107

Discussion about first community meeting and next steps  
Volunteer assignments for focus group meetings in February/March  
Review of concept designs/market conditions

**Thurs** (3) \_\_\_\_\_

**Fri** (4) \_\_\_\_\_

8:30- **Planning Commission Meeting**  
11:00 a.m. (Donna Drummond, 651/266-6556)

**Room 40 City Hall**  
Conference Center  
15 Kellogg Blvd.

**Zoning..... SITE PLAN REVIEW** – List of current applications. (Tom Beach, 651/266-9086)

**NEW BUSINESS**

#10-921-993 Greater Frogtown CDC – Re-establishment of nonconforming use as a 4-unit building. 941 Thomas Avenue between Milton and Chatsworth.  
(Luis Pereira, 651/266-6591)

**Communications Committee....** 2010 Planning Commission Annual Report.

**Informational Presentation....** **Central Corridor Update: Parking and Construction** – Informational presentation by Craig Blakely, PED, and Allen Lovejoy, Department of Public Works.  
(Craig Blakely, 651/266-6697, and Allen Lovejoy, 651/266-6226)

**Saint Paul Planning Commission  
City Hall Conference Center  
15 Kellogg Boulevard West**

**Minutes January 21, 2011**

A meeting of the Planning Commission of the City of Saint Paul was held Friday, January 21, 2011, at 8:30 a.m. in the Conference Center of City Hall.

**Commissioners Present:** Mmes. Merrigan, Perrus, Reveal, Thao, Wang, Wencl; and Messrs. Commers, Connolly, Fernandez, Gelgelu, Kramer, Nelson, Ochs, Oliver, Spaulding, and Wickiser.

**Commissioners Absent:** Mmes. \*Halverson, \*Porter, Young; and Messrs. \*Schertler, and \*Ward.  
\*Excused

**Also Present:** Donna Drummond, Planning Director; Nancy Homans, Mayor's Office, Patricia James, Allan Torstenson, Merritt Clapp-Smith, Luis Pereira, Sarah Zorn, Jessica Rosenfeld, and Sonja Butler, Department of Planning and Economic Development staff.

**I. Swearing in of New Commissioners**

New Saint Paul Planning Commission members Christopher Ochs, Trevor Oliver, Julie Perrus, and Elizabeth Reveal were sworn in by Nancy Homans, Mayor's Office.

**II. Approval of minutes January 7, 2011.**

**MOTION:** *Commissioner Wencl moved approval of the minutes of January 7, 2011. Commissioner Thao seconded the motion. The motion carried unanimously on a voice vote.*

**II. Chair's Announcements**

Acting Chair Jon Commers announced that the CIB and STAR Committees each have some vacancies and he would like to work to re-establish links between the Planning Commission and those two committees which are involved in investing public resources around the city. Chair Commers invited anyone who might be interested in serving as a liaison between the Planning Commission and either the CIB Committee or STAR Board to let him or Donna Drummond know.

**III. Planning Director's Announcements**

Donna Drummond announced that on January 12, 2011 the City Council approved an increase in zoning fees as recommended by the Planning Commission.

**IV. PUBLIC HEARING: Highland Village Zoning Study – Item from the Neighborhood Planning Committee. (*Merritt Clapp-Smith, 651/266-6547*)**

Chair Commers announced that the Saint Paul Planning Commission was holding a public hearing on the Highland Village Zoning Study. Notice of the public hearing was published in the Legal Ledger on December 23, 2010; and was mailed to all property owners in the study area on January 6, 2011; and mailed to the citywide Early Notification System list of recipients and other interested parties.

Merritt Clapp-Smith gave a brief presentation about the Highland Village Zoning Study. She said that the study was initiated by the Planning Commission in July 2010, in response to a request for a TN2 zoning study from the Highland District Council and in consideration of the Saint Paul Comprehensive Plan which shows Highland Village as a mixed use neighborhood center. Ms. Clapp-Smith explained why they need to do the study and the benefits of TN zoning. She showed a sample of properties to rezone to TN2 and sample properties to retain their current zoning. Ms. Clapp-Smith discussed the one property that would become a non-conforming use if the recommended rezoning is approved. Ms. Clapp-Smith also discussed the encouragement of the Neighborhood Planning Committee to consider TN3 versus TN2 zoning for some parcels.

One letter/resolution from the Highland District Council with their comments was received and distributed.

Chair Commers read the rules of procedure for the public hearing.

The following people spoke.

1. Mr. Thomas Comstock is the property owner of 2185 Ford Parkway, National Tire and Battery, which is one of the parcels that is being proposed to remain as B2 zoning. Mr. Comstock has attended most if not all of the public meetings up to this point on the zoning study. He supports the recommendation of the study for his parcel to remain as B2 and he believes both the community and Highland Business Association support this as well, in order for automotive use to remain conforming. His desire is to continue to be a business owner and property owner in Highland Park.
2. Ms. Tia Anderson, Chair of the Highland District Council Community Development Committee. The committee submitted a resolution that the Highland District Council passed a few weeks ago regarding the study. She summarized the resolution stating that the Highland District Council supports the zoning study recommendations as presented in the public hearing version of the zoning study. They also strongly support Firestone and National Tire and Batteries being zoned B2. The Highland District Council feels that it is important to retain automotive businesses within the neighborhood. They did discuss Traditional Neighborhood 2 (TN2) versus TN3 both at the committee level and the board level. There was a strong feeling at the board level within the District Council to support TN2 and oppose TN3 within the zoning study area. The concerns were increased traffic and density from TN3.

Commissioner Spaulding said that he was one of the people who raised the issue of TN3, thinking it deserved consideration. He recognizes the concerns about traffic and density,

but wonders if there is a strong sentiment against TN3 or if there is some willingness to consider it for a few parcels.

Ms. Anderson said that the Community Development Committee considered TN3 and suggested that if the Highland District Council board was interested in it, they would recommend that it best fits for some of the larger parcels on the south side of Ford Parkway and West of Cleveland Avenue, abutting the Ford property. However, the majority of the board was not supportive of looking at TN3 within the zoning study area; it was overwhelmingly opposed.

3. Ms. Shawn Bartsh, an attorney in Highland Park spoke on behalf of the Business Association. The commercial district in Highland is one of the most successful commercial districts in the city and it works well. The Business Association supports the study's recommendation of TN2 zoning and strongly opposes TN3 for any parcels within it. Traffic and parking are the two toughest issues in the area. As it stands now, people can sit at the light on Ford and Cleveland two and three cycles before a person can get through. The Business Association is willing to support TN2, knowing that it may lead to some increases in density. In answer to Commissioner Spaulding's question, Ms. Bartsh stated that there were no parcels that the Business Association thought were appropriate for TN3. TN2 is the appropriate level of density for the village.

**MOTION:** *Commissioner Wencl moved to close the public hearing, leave the record open for written testimony until 4:30 p.m. on Tuesday, January 25, 2011, and to refer the matter back to the Neighborhood Planning Committee for review and recommendation. Commissioner Kramer seconded the motion. The motion carried unanimously on a voice vote.*

## V. Zoning Committee

**SITE PLAN REVIEW** – List of current applications. (Tom Beach, 651/266-9086)

One item came before the staff Site Plan Review Committee on January 18, 2011. Max It Pawn at 2585 West 7<sup>th</sup> Street, renovation of existing building, parking, and site work.

### NEW BUSINESS

#10-939-250 Michael and Jean Hafner – Re-establishment of nonconforming use as a duplex. 1133 Payne Avenue between Geranium and Jessamine.  
(Josh Williams, 651/266-6659)

**CORRECTION:** *Commissioner Kramer noted that item 2 section 1 of the resolution should be corrected to read “the structure was built in 1887 and has been in use as a duplex since at least 1924”.*

**MOTION:** *Commissioner Kramer moved the Zoning Committee's recommendation to approve the re-establishment of legal nonconforming use status subject to additional conditions. The motion carried unanimously on a voice vote.*

#10-939-012 Catholic Charities – Conditional Use Permit for temporary overnight shelter with modification of distance requirement from overnight shelter for women (Dorothy Day Center), emergency housing (Mary Hall) and community residential facility (located in St. Joseph's Hospital). 215 Old 6<sup>th</sup> Street, NE corner at Main. (*Luis Pereira, 651/266-6591*)

**MOTION:** *Commissioner Kramer moved the Zoning Committee's recommendation to approve the conditional use permit subject to additional conditions. The motion carried unanimously on a voice vote.*

Commissioner Kramer announced the item on the agenda for the next Zoning Committee meeting on Thursday, January 27, 2011.

## **VI. Annual Meeting**

Planning Director's report on achievements during 2010 and goals for 2011.  
(*Donna Drummond, 651/266-6556*)

Donna Drummond, Planning Director, noted that a listing of the major projects from 2010 and 2011 project priorities had been handed out. Ms. Drummond highlighted some of the big projects the Commission worked on in 2010. There were major code amendments to the parking requirements citywide, which reduced the parking requirements for many types of commercial uses. This is going to be an economic development tool for the City. Guidelines for small area and district plans were updated, and a graphic-rich plan template was created, which was first used for the Como 2030 Plan. The creation of the Transportation Committee, with the majority of the members not Planning Commission members, arose out of a rethinking about the role of the Bicycle Advisory Board and interest in having a committee that was more broadly focused on all modes of transportation but under the umbrella of the Planning Commission. The GIS Zoning Map project created digital zoning maps as the official zoning maps of the City. Ms. Drummond highlighted the number of zoning applications that have gone through the Zoning Committee.

Significant progress has been made on a number of projects that will be coming to the Planning Commission early this year, but are not listed as complete in 2010. The Saint Anthony Park Como 2030 Plan and Zoning Study were recommended for approval at the last Planning Commission meeting. The Highland Village Zoning Study was the subject of today's public hearing. The follow up zoning study on sign regulation requested by the City Council is currently under discussion at the Neighborhood Committee, and the big issues there are whether interior window signs should be regulated and if there should be some reduction in the illumination level for lighted signs. This should be coming to the Planning Commission soon.

Staff also has spend significant time on some projects that don't come to the Planning Commission, such as the design and financing of Central Corridor streetscape improvements, research and analysis related to utilizing Neighborhood Stabilization Program federal grant funds to address the foreclosure crisis, and the state Dept. of Natural Resources rulemaking process for the Mississippi River Critical Area.

For 2011 Central Corridor work will still be a major focus for staff and the Planning Commission. These include projects such as the Central Corridor/Traditional Neighborhood Zoning Study, Hamline, Western, and Victoria Station Area Plans, parking policies and program, and the

Central Corridor Public Art Master Plan. Development of a Complete Streets Policy for the City, funded through a federal grant the City applied for, will be a big item for the Transportation Committee. Work will be starting on a citywide bicycle plan, and there will be ongoing work on regional corridor planning and Union Depot. For Neighborhood planning, upcoming projects include: ongoing work on the Ford plant site and the West Midway industrial study, and the Smith Avenue and Robert/Cesar Chavez small area plans. The Greater Lowertown Master Plan is being developed by a committee of Lowertown folks who received grant money to hire consultants and develop a Lowertown Master Plan. There is a desire by them to have the plan adopted as part of the city's Comprehensive Plan so that should be coming before the Planning Commission some time this year. Work has just started on the Near East Side Small Area Plan. The Great River Park Master Plan is something that the Parks Department is taking the lead on and planning staff have been involved in a liaison role. There's a desire for that plan to be considered for adoption as a chapter of the Comprehensive Plan. Finally, there are a host of zoning studies planned, some of which are underway or will be started in 2011.

#### Report of the Nominating Committee and Election of Officers.

Commissioner Spaulding reported on behalf of the Nominating Committee. The committee offered the following slate of officers: Jon Commers for Chair, Barbara A. Wencel for First Vice-Chair, Paula Merrigan for Second Vice Chair, and Anthony Fernandez for Secretary.

Acting Chair Commers called for nominations from the floor. There were none.

***MOTION: Commissioner Spaulding moved to approve the slate of candidates. Commissioner Gelgelu seconded the motion. The motion carried unanimously on a voice vote.***

### **VIII. Comprehensive Planning Committee**

Chair Commers reported that the committee has had several productive meetings discussing the Central Corridor/Traditional Neighborhood Zoning Study recommendations and working through the public testimony that had been received. The next committee meeting is set for January 25<sup>th</sup>. The committee will meet twice in February.

### **IX. Neighborhood Planning Committee**

Commissioner Wencel announced the items on the agenda for the next Neighborhood Planning Committee meeting on Wednesday, January 26, 2011.

### **X. Transportation Committee**

Commissioner Spaulding announced the agenda for their next meeting on Monday, January 25, 2011. There will be a review of the draft Red Rock Station Plan for Lower Afton Road, along with a discussion about how the CIB Committee operates and its connection back to the Planning Commission and Transportation Committee.

Donna Drummond, Planning Director, added that by City code the Planning Commission is supposed to provide comments to the CIB (Capital Improvement Budget) Committee regarding Comprehensive Plan conformance for proposals the CIB Committee is reviewing. She doesn't think that's been done for recent funding cycles and has inquired about getting that started again.

The Planning Commission will be providing comments as to Comprehensive Plan consistency for the 140 proposals that have come in and staff will sort through those and prepare some draft comments for the commission.

**XI. Communications Committee**

Commissioner Thao announced that the committee will be meeting directly after the Planning Commission meeting today.

**XII. Task Force Reports**

None.

**XIII. Old Business**

None.

**XIV. New Business**

None.

**XV. Adjournment**

Meeting adjourned at 9:41 a.m.

Recorded and prepared by  
Sonja Butler, Planning Commission Secretary  
Planning and Economic Development Department,  
City of Saint Paul

Respectfully submitted,



Donna Drummond  
Planning Director

Approved \_\_\_\_\_  
(Date)

Anthony Fernandez  
Secretary of the Planning Commission



CITY OF SAINT PAUL  
Christopher B. Coleman, Mayor

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Saint Paul, Minnesota 55101-1806

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Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

**SITE PLAN REVIEW COMMITTEE**  
**TUESDAY Feb 8, 2011**  
**2nd Floor Conference Room**  
**375 Jackson Street, Suite 218**

Time    Project Name and Location

9:30    Coffee Shop Drive Thru  
Renovation of existing building and new drive thru lane  
841 Rice St

To Applicants:

**You should plan to attend this meeting.**

At this meeting you will have a chance to discuss the site plan for your project with Saint Paul's Site Plan Review Committee. The Committee is made up of City staff from Zoning, Traffic, Sewers, Water, Public Works, Fire, and Parks. You are encouraged to bring your engineer, architect, or contractor with you to handle any technical questions raised by city staff.

The purpose of this meeting is to simplify the review process by letting the applicant meet with staff from a number of departments at one time. Staff will make comments and ask questions based on their review of the plans. By the end of the meeting you will know if the site plan can be approved as submitted or if revisions will be required. Staff will take minutes at the meeting and send you a copy.

**Parking**

Parking is available at on-street meters. Some off-street parking spaces are available in our visitor parking lot off of 6<sup>th</sup> Street at Jackson.

To see a map of additional nearby parking ramps go to  
<http://www.ci.stpaul.mn.us/depts/dsi/liep/info/location.html>

If you have any questions, please call Mary Montgomery at 651-266-9088.



**CITY OF SAINT PAUL**  
Christopher B. Coleman, Mayor

25 West Fourth Street  
Saint Paul, MN 55102

Telephone: 651-266-6700  
Facsimile: 651-228-3220

DATE: January 27, 2011  
TO: Planning Commission  
FROM: Zoning Committee  
SUBJECT: Results of January 27, 2011 Zoning Committee Hearing

**NEW BUSINESS**

	<u>Recommendation</u>
<u>Staff</u>	<u>Committee</u>

1. **Greater Frogtown CDC (941 Thomas) ( 10-921-993 )**  
Re-establishment of nonconforming use as a 4-unit building

Approval	Laid over ( 3 - 0 )
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**Address:** 941 Thomas Ave  
between Milton and Chatsworth

**District Comment:** District 7 recommended denial

**Support:** 4 people spoke, 0 letters

**Opposition:** 5 people spoke, 6 letters

**Hearing:** Hearing is open

**Motion:** Laid over to February 24, 2011

**AGENDA  
ZONING COMMITTEE  
OF THE SAINT PAUL PLANNING COMMISSION  
Thursday, January 27, 2011 3:30 P.M.  
City Council Chambers  
Third Floor City Hall - Saint Paul, Minnesota**

**NOTE:** The order in which the items appear on this agenda is not necessarily the order in which they will be heard at the meeting. The Zoning Committee will determine the order of the agenda at the beginning of its meeting.

**APPROVAL OF JANUARY 13, 2011, ZONING COMMITTEE MINUTES**

**SITE PLAN REVIEW** – List of current applications (Tom Beach, 651-266-9086)

**NEW BUSINESS**

- 1      10-921-993   Greater Frogtown CDC (941 Thomas)**  
Re-establishment of nonconforming use as a 4-unit building
- 941 Thomas Ave, between Milton and Chatsworth  
RT1  
Luis Pereira   651-266-6591

**ADJOURNMENT**

**ZONING COMMITTEE MEMBERS:** Call Patricia James at 266-6639 or Samantha Langer at 266-6550 if you are unable to attend the meeting.

**APPLICANT:** You or your designated representative must attend this meeting to answer any questions that the committee may have.